**Contact Information & Emergency Procedures**

**China Student Teaching Abroad**

**Spring 2012**

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| **Calling country to country instructions:**  **To call China from the U.S.:**  011(exit code) + 86 + 010 (area code)+ 8 digit phone number  **To call the U.S. from China:**  1(country code) + (area code) + (Phone Number) |

**Partner Institution:**

Beijing Royal School

<http://www.bjroyalschool.com/>

Address: Beijing Royal School, No. 11, Wang Fu Street, Bei Qi Jia County, Chang Ping District, Beijing

Phone: 010-81785511

**Student Housing Information:**

Beijing Royal School Faculty Dormitories

Address: Beijing Royal School, No. 11, Wang Fu Street, Bei Qi Jia County, Chang Ping District, Beijing

**Faculty Director Housing:**

All NCSU faculty members will also be staying on-campus during their time at BRS.

**Program Director Contacts**

**NCSU Faculty Directors (Program Coordination, Logistics, ED 590)**

Name: Megan Landwehr (Does not go to China. Will be in Brazil March 22-April 5)

Cell phone in NC:  (919) 946-0417

Email: [megan\_landwehr@ncsu.edu](mailto:megan_landwehr@ncsu.edu)

Skype: Megan.Landwehr

**NCSU Faculty (Cooperating Teacher Training, and Supervising Student Teaching Experience)**

Name: Dr. Erin Thomas Horne, Professor

Dates in Beijing: March 31 – April 11, 2012

Email: [erin\_thomas@ncsu.edu](mailto:erin_thomas@ncsu.edu)

Cell: (919) 480-9303

Name: Dr. Michael Maher, Director of Professional Education

Dates in Beijing: March 31 – April 11, 2012

Email: [michael\_maher@ncsu.edu](mailto:michael_maher@ncsu.edu)

**NCSU Study Abroad office Regional Advisor:**

Name: Kim Priebe (Remains in Raleigh, does not travel to China)

Office Phone (919) 515-2087

E-mail: [kim\_priebe@ncsu.edu](mailto:%20%20kim_priebe@ncsu.edu)

**Beijing Royal School Faculty:**

Name: Ting Fan, “Grace”

Office Phone: 86.010.81787319

E-mail: [fanting@brs.edu.cn](mailto:fanting@brs.edu.cn)

BRS staff member in charge of **teaching and work schedule**:

Mr. Pei, Vice-Principal of BRS

[charlespei@brs.edu.cn](mailto:charlespei@brs.edu.cn)

BRS staff member in charge of **daily life**:

Ms. Zhuang Yan

[zhuangyan@brs.edu.cn](mailto:zhuangyan@brs.edu.cn)

*For any travel outside of Beijing, Students must E-mail Megan with the details and contact information prior to departure form Beijing. Include the following details in your e-mail: location, accommodation information, dates of travel, mode of transportation, and any other details important for faculty directors to have.*

**Health and Safety Contacts**

*Register your account with HTH Worldwide Insurance Services when you receive your card. Check for an updated list of, medical providers and hospitals in the network before you travel to China. The web site to register is* [*www.hthstudents.com*](http://www.hthstudents.com)

**Nearest Hospital:**

Beijing Royal Integrative Medicine Hospital

Address: Beijing Royal Integrative Medicine Hospital  No.1 Wangfu Street, Beiqijia, Changping District, Beijing 102209, P.R.China

Phone: +86 10 8177 9999-6100

E-mail: [rimh@bjroyalhospital.com](mailto:rimh@bjroyalhospital.com)

\*\*There is a health center at Beijing Royal School that you may use. They are able to prescribe medicine and treat patients for non-serious illness.

**Closest Police Station in Beijing:**

Pingxifu Police station

Address: No. 29, Wang Fu Street, Bei Qi Jia County, Chang Ping District, Beijing.

Phone:(010)81784380

**U.S. Embassy Information**

**U.S. Department of State:**

China Web Site: <http://www.state.gov/p/eap/ci/ch/>

Students have been registered through the U.S. Department of State as a group.

**United States Embassy of Beijing, China**

Address: No. 55 An Jia Lou Lu 100600

Telephone: (86-10) 8531-3000

**American Citizen Services**

Fax: (86-10) 8531-3300

Emergency Contact Number: 8531-4000

E-mail: [AmCitBeijing@state.gov](mailto:AmCitBeijing@state.gov)

**Emergency Evacuation Procedures:**

If there is an emergency while you are in China, report to the Embassy as listed above. They will help you make arrangements to leave the country and will be able to contact your family in case of an emergency.